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17 MAY 1979

MEMORANDUM FOR: Deputy Director for Administration
Director, National Foreign Assessment
Deputy Director for Operations
Deputy Director for Science and Technology
DCI Administrative Officer

FROM: Harry E. Fitzwater
Director of Personnel

SUBJECT: Nominations of Candidates to be Recommended for the Period
1 Aug 79 - 31 Jul 80 for the Following Public Service Awards

- (a) President's Award for Distinguished Civilian Service
- (b) Association of Government Accountants' Awards
- (c) William A. Jump Award
- (d) Justice Tom C. Clark Award
- (e) Rockefeller Public Service Awards
- (f) Everett O. Alldredge Award
- (g) Joseph C. Wilson Award
- (h) Younger Federal Lawyer Awards
- see Remarks Summary* — (i) William T. Pecora Award
- (j) Federal Records Management Awards
- (k) National Civil Service Awards
- (l) Arthur S. Flemming Awards
- (m) Financial Management Improvement Award
- (n) Horace Hart Award

1. The Public Service Awards listed above have been established to provide honor and recognition to individuals who have distinguished themselves in government service. These award programs offer the Agency an opportunity to publicly acknowledge the accomplishments of its most deserving employees.

2. In order to ensure that qualified candidates are not overlooked, it is essential that each of the Career Services review carefully all of their members and that they be encouraged to submit nominations for as many awards as is possible. A booklet is attached which describes these awards and lists past Agency nominees.

3. It is requested that you review the nominations from your Directorate and identify all qualified candidates whom you would endorse for the various awards. Please forward your list of nominations to this Office by 29 June 1979. The combined list of all nominees will be reviewed by the Honor and Merit Awards Board and we will then forward the list, together with comments of the Board, to the Director for final decision.

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4. Nomination actions during the coming year will be based upon your submissions at this time and the decision of the Director. As in the past, your assistance will be requested in developing the nominating documents for your candidates who are selected as Agency nominees.



Harry E. Fitzwater

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Attachment

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OFFICE OF PERSONNEL

P U B L I C S E R V I C E A W A R D S

May 1979

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President's Award for Distinguished Federal Civilian Service

Awards Granted By: The President of the United States. The program is administered by the Office of Personnel Management.

Purpose of Awards: The award is the highest honor which may be granted to a member of the Federal service in recognition of exceptional achievement of unusual benefit to the nation. The awards are presented for the best achievements having current impact in improving Government operations or serving the public interest.

Eligibility Criteria: Any career employee at any grade or age level who is deserving of greater public recognition than that which can be granted by the head of the Agency.

Number of Nominations: No limit and components are urged to consider employees at all levels within their organizations.

Previous Agency Nominations

1964	*Lyman Kirkpatrick	O/Compt
1966	Sherman Kent	D/NE
1967	*Sherman Kent	D/NE
1968	Arthur Lundahl	O/PI
1970	Arthur Lundahl	O/PI
1972	Lawrence White	O/Comp
1976	*E. Henry Knoche	DD/CI
1978	<div></div>	

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*Recipient of an award.

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Association of Government Accountants' Award

Awards Granted By: The Washington Chapter of the Association of Government Accountants.

Purpose of Awards: To accord special recognition of outstanding achievement in developing and improving financial management in the Government service.

Eligibility Criteria: Achievement must constitute a notably outstanding contribution to financial administration and must have been accomplished or completed in calendar year 1979. The areas for which nominations are requested may include but need not be limited to activities such as: accounting systems, auditing, budgeting, accounting operations, programming, financial reporting, automatic data processing, financial management training, and performance and productivity accounting.

Number of Awards Granted: Selections determined by Awards Committee and approved by the Executive Committee.

Number of Nominations: Unlimited.

Previous Agency Nominations

1966
1967
1971
1974
1975
1975

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*Recipient of an award.

**Was not a recipient of an award, but received a certificate of distinction in recognition of his accomplishments in financial management.

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William A. Jump Memorial Award

Awards Granted By: William A. Jump Memorial Foundation, Washington, D. C., and is supported through private contributions.

Purpose of Awards: Recognition of outstanding service in administration and notable contributions to the efficiency and quality of the public service.

Eligibility Criteria: Must be a career employee (no less than five years) of the Federal Government who has not reached his or her 37th birthday as of 31 December 1979. Work performance must demonstrate unusual competence and interest in any area of public administration; leadership in the direction or development of programs; creativity and resourcefulness; close adherence to the basic principles of enlightened public service; integrity; and dedication to duty.

Number of Awards Granted: One or two. Special recognition certificate given to all nominees who, in the judgment of the Award Committee, meet the qualifications prescribed by the Foundation.

Number of Nominations: One from each agency.

Previous Agency Nominations

1963
1964
1965
1966
1972
1973

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* Recipient of an award.

** Was not a recipient of an award but received a certificate of recognition.

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Justice Tom C. Clark Award

Award Granted By: Washington, D. C. Chapter of the Federal Bar Association.

Purpose of Award: To give public recognition to career lawyers who have performed outstanding work for the U. S. or D. C. Government, or in the field of Federal public law generally.

Eligibility Criteria: Award based on general accomplishments over a sustained period or on a specific accomplishment contributing to the development of public law. Accomplishment constituting the basis for the nomination must have occurred or have been performed during the five year period of government service immediately preceding the date of the submission of the nomination. Nominee will not be considered if such government service was terminated more than one year preceding the date of the submission of the nomination.

Number of Awards Granted: One.

Number of Nominations: One.

(There have been no previous Agency nominations.)

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Rockefeller Public Service Awards

Awards Granted By: Established by John D. Rockefeller, III, and administered by the Woodrow Wilson School of Public and International Affairs, Princeton University.

Purpose of Awards: To honor persons in or out of government service who have made outstanding contributions in public service at the local, state, or national level and who have demonstrated a high quality of character. Emphasis is on extraordinary contributions to the improvement of American society in particular problem areas.

Eligibility Criteria: Any U. S. citizen who has made a specific and identifiable achievement of major significance to the public service.

Number of Awards Granted: Generally five awards of \$10,000 each.

Number of Nominations: Unlimited.

Previous Agency Nominations

1960	Otto E. Guthe	DDI/R&R
1961	Herbert Scoville, Jr.	OSI
1962/3/4/5/6	Richard Helms	O/DDCI
1963/5	Lyman B. Kirkpatrick, Jr.	O/DCI
1971/2	Lawrence R. Houston	OGC
1976	Carl E. Duckett	DD/S&T

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Everett O. Alldredge Award

Award Granted By: The Alldredge Records Management Award Committee.

Purpose of Award: To recognize the achievements of those who have demonstrated professional excellence in designing, promoting, or managing systems or programs that significantly improve the effectiveness and efficiency of Federal paperwork in the field of records management. Records management encompasses the totality of every type of recording media, including paper, micrographics, and magnetic tape. This award honors the late "Ev" Alldredge for the high ideals and professionalism he symbolized while serving for many years as the Assistant Archivist for Records Management in the National Archives and Records Service.

Eligibility Criteria: Any person in the Federal Government whose primary mission is within the records management function; this eligibility continues for six months after retirement.

Number of Awards Granted: One.

Number of Nominations: Only one nomination may be submitted from each agency.

Previous Agency Nominations

1977
1978

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Joseph C. Wilson Award

Award Granted By: The Rochester Association for the United Nations, United Nations Association, Xerox Corporation, and the University of Rochester.

Purpose of Award: To recognize high achievement and potential in activities contributing to the peaceful resolution of international problems in such fields as agriculture, communications, diplomacy, economics, education, environment, health, human rights, law or science.

Eligibility Criteria: A U. S. civilian, who is near mid-point in his or her career, and who has a sustained record of contribution to the betterment of international mankind, countries, or institutions, and who has potential for further development and distinguished contribution over the next 10 years.

Number of Awards Granted: One. The winner will receive \$10,000 to provide some form of enriching experience, training or study or to assist in the completion of a special project of international significance. The winner will be asked to make lectures and attend seminars if possible.

Number of Nominations: Unlimited.

Previous Agency Nominations

This awards program was initiated in 1975 and the Agency has not previously submitted nominees.

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Younger Federal Lawyer Awards

Awards Granted By: Council on Younger Lawyers of the Federal Bar Association, Washington, D. C.

Purpose of Awards: To encourage younger Federal lawyers in the U. S. and overseas to attain high standards of professional achievement.

Eligibility Criteria: Award based on general accomplishments over a sustained period or on a specific achievement contributing to the development of public law. Applicants must have served the Government for three consecutive years and must be under age 36.

Number of Awards Granted: Unlimited.

Number of Nominations: Unlimited.

Previous Agency Nominations

1976

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*Recipient of an award.

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William T. Pecora Award

Awards Granted By: National Aeronautics and Space Administration and Department of the Interior.

Purpose of Award: To recognize outstanding contributions toward the understanding of the earth through remote sensing. May be a sustained or single contribution of major importance to the science of understanding the earth through observations made from space.

Eligibility Criteria: Any individual or group working in the field of earth resource sensing. Applicant must not be a previous award recipient.

Number of Awards Granted: Generally one or two.

Number of Nominations: Unlimited.

Previous Agency Nominations

This awards program was initiated in 1974 and the Agency has not previously submitted nominees.

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Federal Records Management Awards

Awards Granted By: Jointly sponsored by National Archives and Records Service (NARS) (GSA) and National Capital Chapter of American Records Management Association (ARMA).

Purpose of Awards: To recognize significant contributions which result in reducing and simplifying Federal records systems and requirements. To publicize the achievements of those Federal employees who have demonstrated outstanding leadership, ingenuity, and professional excellence in designing, promoting, or managing effective systems or programs that contribute significantly to improved Federal paperwork efficiency or cost reduction.

Eligibility Criteria: No age or service eligibility requirements.

Number of Awards Granted: Unlimited.

Number of Nominations: One from each agency.

Previous Agency Nominations

1966
1968
1971
1972
1976

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*Recipient of an award.

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National Civil Service League Award

Awards Granted By: National Civil Service League, Washington, D. C., and is supported by private donations.

Purpose of Awards: Recognizes career public employees for significant contributions, encourages excellence in government service, promotes public appreciation of quality in government, and stimulates able persons to choose government careers.

Eligibility Criteria: Nominees must be career employees (no political appointees will be accepted) with the period of employment spanning at least 10 years. This service may include local, state, and military time.

Number of Awards Granted: Ten.

Number of Nominations: One.

Previous Agency Nominations

1960	*Lyman B. Kirkpatrick, Jr.	O/DCI
1961	*Sherman Kent	O/NE
1962	Herbert Scoville, Jr.	O/SI
1963	*Arthur C. Lundahl	O/PI
1964		
1965	*Richard Helms	O/DCI
1966	R. Jack Smith	DD/I
1967	R. Jack Smith	DD/I
1968	Lawrence K. White	O/DCI
1969	*Lawrence K. White	O/DCI
1970	*Lawrence R. Houston	OGC
1971	*R. Jack Smith	DD/I
1972	*Thomas H. Karamessines	DD/P
1973	Carl E. Duckett	DD/S&T
1974	*Carl E. Duckett	DD/S&T
1975	Edward W. Proctor	DD/I
1976	Edward W. Proctor	DD/I
1978	*John F. Blake	DD/A

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*Recipient of an award.

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Arthur S. Flemming Awards

Awards Granted By: Downtown Jaycees of Washington, D. C., with the support and assistance of the Office of Personnel Management.

Purpose of Awards: To recognize those who have performed outstanding and meritorious work for the Federal Government, to encourage high standards of performance in the Federal service and to enhance appreciation of our form of government and the opportunities and responsibilities that it presents.

Eligibility Criteria: Civilian or military employees of the Executive Branch of the U. S. Government who are under age 40 on 1 January 1980.

Number of Awards Granted: Ten (five in administrative or executive fields, and five in scientific or technical fields.

Number of Nominations: Unlimited.

Previous Agency Nominations

1960			STAT
1962			
1963			
1964			
1965	Dr. Albert D. Wheelon	DDS&T	
1968	George A. Carver	ONE/SAVA	
1972			STAT
1974	James V. Hirsch	ORD	
1975			STAT
1976			
1977	*James H. Taylor	Comptroller	
1978	*Robert M. Gates	NFAC	

*Recipient of an award.

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Financial Management Improvement Awards

Awards Granted By: Joint Financial Management Improvement Program of Washington, D. C., in cooperation with the Office of Management and Budget, General Accounting Office, Treasury Department, and the Office of Personnel Management.

Purpose of Award: To recognize exceptional accomplishment in the application of effective financial management; may include but is not limited to accounting, auditing, automatic data processing, budgeting, management analysis, planning, cost reduction, etc.

Eligibility Criteria: Accomplishments must have been made during the last fiscal year or be a continuation or carryover from prior years.

Number of Awards Granted: Two.

Number of Nominations: Unlimited (individual or group nomination).

Previous Agency Nominations

1974/75	Thomas B. Yale	OF
1976	<div></div>	
1977		

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Horace Hart Award

Award Granted By: Education Council of the Graphic Arts Industry,
Pittsburgh, Pennsylvania.

Purpose of Award: For distinguished public service in the field of
printing and publishing.

Eligibility Criteria: Any person employed in the government of the
U. S. who has not previously received an award.

Number of Awards Granted: One consisting of a printed scroll awarded
at the annual awards banquet of the Education Council and the Graphic Arts
Technical Foundation.

Number of Nominations: Unlimited.

Previous Agency Nominations

1963
1966
1966
1976

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*Recipient of an award.

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